



CITY OF MIDDLETOWN COMMISSION ON THE ARTS OFFICE
100 RIVERVIEW CENTER-SUITE 140 • MIDDLETOWN, CT 06457-3446
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CATEGORY 1 GENERAL OPERATING SUPPORT GRANTS CONTRACT/AGREEMENT

By signing this Agreement the recipient accepts the following conditions and/or stipulations of the Grants Award, as well as all requirements outlined in the Grants Guidelines and Information form. Commission receipt of this signed document will initiate the payment of awarded funds.

1. GRANTS FUNDS MUST BE USED AS DESCRIBED IN THE SUBMITTED APPLICATION. NAMELY, FOR:

General Operating Support

MODIFICATIONS IN THE PROJECT AND/OR EXTENSION OF THE PROJECT DATE MUST BE DISCUSSED AND APPROVED IN ADVANCE WITH THE COMMISSION AND/OR STAFF.

2. While the Commission and/or staff is available on a consulting basis to assist recipients with projects, the responsibility for the project rests with the recipient. The Commission's financial support is not to be construed as anything other than financial assistance and approval of project concept. The recipient and/or anyone serving the recipient, recipient's programs and/or services is not to be construed as an employee, independent contractor, agent or agency of the City of Middletown and/or the City of Middletown Commission on the Arts.
3. Funds unexpended by the project completion date must be returned to the Middletown Commission on the Arts.
4. The Middletown Commission on the Arts and any associated funders noted in item #9 must be credited with funding support in the printed and promotion materials associated with the organization and/or the project. Grant recipients must credit the Middletown Commission on the Arts with its official MCA logo on all press releases, posters, print advertising and programs; and verbally, in all live and broadcast advertising and promotion. This **must** include the use of the MCA logo on printed material (link to logo sheet found at www.arts2go.org). **In addition, every effort should be made to include an arts2go.org logo link on recipient's own website and social media.** Contact the Arts Office for the linkable logo.
5. Equipment purchased with grant funds becomes the property of the City of Middletown and the Commission unless otherwise stipulated.
6. The recipient agrees to indemnify and hold harmless the City, its officers, agents, servants and employees against any and all liability, judgments, costs, expenses and other loss, and against all claims or actions based upon or arising out of damage or injury (including death) to persons or property caused by or sustained in connection with the negligence of the artist(s), his/her/its officers, agents, servants and employees in the performance or lack of performance of the services required under this contract.
7. A final written report form, provided by the Commission, must be completed and returned within 60 days of project completion and prior to consideration of new applications. Failure to submit a final report will make recipients ineligible for future funds. In addition, an interim report will be required as stipulated in Item #8 below.
8. STIPULATIONS/WAIVER (Covers special credits/requirements/waivers): **The RECIPIENT shall provide a copy of liability insurance as requested and as available. Interim report due:**

RECIPIENT: _____ AMOUNT: \$ _____

Commission Award Date: _____ Report Due Date: _____ Next Grant Eligibility Date: _____

Mayor (Signature) Daniel T. Drew

Commission Chair (Signature) Cassandra Day

Date _____ Arts/Culture Coordinator (Signature) Stephan Allison

ALL REQUIRED INFORMATION MUST BE TYPED/SIGNED IN BLACK INK. (Payment approx. 4 wks. after completed form is returned to our office.)

PAY FUNDS TO: _____

Award Recipient (Print Name) _____

ADDRESS: _____

Signature _____

SOCIAL SECURITY # (for individuals) _____

TAX ID # (for organizations) _____